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Human Resource Modernization and
Compensation Task Force

Where We Are

The Project

Charter: Design an improved personnel and compensation system.

Goals:

- Better relate pay and performance.
- More competitive total compensation system.
- More effective career development.

Composition:

Task Force of five senior officers from each of the career services with overall responsibility for designing and improved system.

Seven project teams supporting the Task Force: Communications, salary and job analysis, career development, performance appraisal, total compensation, training, and automation.

Occupational Panels of five to nine experts from seventeen occupations, representing about 60% of the Agency population. The panel members are your peers knowledgeable of positions in your occupation.

Current Activities

These are some of the activities presently underway:

Occupational Panels are meeting to review:

- the duties of each level of the occupation and skills needed to do the job;
- how performance should be evaluated at each level in each occupation;
- what it takes for an employee to advance in each occupation, from a beginner to the highest level in that field.

The Total Compensation team is looking at how people are compensated or rewarded now and how they might be under a new system. This group is conducting interviews with private firms to gather comparative data. The things the team is looking at include:

- salary;
- performance incentives;
- benefits of all types;
- career development.

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A Communications team is charged with keeping you informed. Their activities include:

- notices like this one;
- a videotape explaining the task force;
- arranging briefings;
- the employee job satisfaction survey which was recently distributed.
- frequent dialogue with components in the legislative and executive branches to keep them informed of our initiative, design plan and time lines.

The Task Force is preparing a plan of action for developing an improved system. The plan addresses how alternatives will be evaluated to meet the project goals. It will be provided to each directorate for review in a couple of weeks.

The Training team is insuring that the educational and training process of both employees and management is carefully reviewed from the onset of the new initiative.

The Automation team is insuring that data processing systems are capable of supporting the many required changes.

What Next

The present data gathering phase should be completed by April.

The next step is to design a new system and test it with computer simulations to make sure it makes sense for our employees.

Then the proposed system and an implementation plan will be submitted to senior management for approval.

If approval is given, a phased process will begin to put the Agency under the new system.

The total process could take two years.

Employee Participation

Your participation is needed to make the system work. You can make your views known by completing your employee satisfaction survey. You may also provide comments and ideas to your representative on the Task Force or Communications Team, participate on the occupational teams, and respond to briefings and future surveys. We look forward to hearing from you.

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